

DATE: March 22, 2005

TO: CITY CLERK

FROM: Rotary Club of West El Paso  
Rick Lobello

Telephone No. (915)  
(8:00 AM – 5:00 PM)

Please place the following item on the **CONSENT** Agenda for the Council Meeting of:

April 12, 2005

Item should read as follows:

Rotary Club of West El Paso to hold an Annual Independence Day parade on July 4, 2005 from 9:00 a.m. to 10:30 a.m. Route: Start at Western Hills Methodist Church at 530 Thunderbird, proceed on Thunderbird to Shadow Mountain, turn left on Shadow Mountain to Mesa, turn right on Mesa, proceed on Mesa to Champions Pl, turn right on Champions Pl and finish at the Coronado High School parking lot at 100 Champions. Approximately 1,500 persons, 50+ vehicles, 50+ animals will take part and 1,500 spectators are anticipated. (District 1) [Rick Lobello]

SPECIAL INSTRUCTIONS:

PERMIT #05-024

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**BUILDING PERMITS & INSPECTIONS USE** Item No. \_\_\_\_\_

☒ POLICE DEPARTMENT

☒ FIRE DEPARTMENT

☒ SUN METRO

☒ PARKS DEPARTMENT

☒ ENGINEERING/TRAFFIC

☒ TXDOT

☒ STREET DEPARTMENT

☒ CIVIC CENTER

☒ COMPLETE

**CITY OF EL PASO, TEXAS**  
**DEPARTMENT HEAD'S SUMMARY REQUEST FOR COUNCIL ACTION (RCA)**

**DEPARTMENT:** BUILDING PERMITS & INSPECTIONS

**AGENDA DATE:** APRIL 12, 2005

**CONTACT PERSON/PHONE:** RICK LOBELLO / (915) .

**DISTRICT(S) AFFECTED:** 1

**SUBJECT:**

**APPROVE** a resolution / ordinance / lease to do what? **OR AUTHORIZE** the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

Rotary Club of West El Paso to hold an Annual Independence Day parade on July 4, 2005 from 9:00 a.m. to 10:30 a.m. Route: Start at Western Hills Methodist Church at 530 Thunderbird, proceed on Thunderbird to Shadow Mountain, turn left on Shadow Mountain to Mesa, turn right on Mesa, proceed on Mesa to Champions Pl, turn right on Champions Pl and finish at the Coronado High School parking lot at 100 Champions. Approximately 1,500 persons, 50+ vehicles, 50+ animals will take part and 1,500 spectators are anticipated. (District 1) [Rick Lobello]

**BACKGROUND / DISCUSSION:**

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action?

The office of Building Permits & Inspections recommends approval for the Rotary Club of West El Paso to hold an Annual Independence Day Parade on July 4, 2005. The department has no objections with this event.

**PRIOR COUNCIL ACTION:**

Has the Council previously considered this item or a closely related one? If so, when?

N/A

**AMOUNT AND SOURCE OF FUNDING:**

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

N/A

**BOARD / COMMISSION ACTION:**

Enter appropriate comments or N/A

N/A

**\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\***

**LEGAL:** (if required) \_\_\_\_\_ **FINANCE:** (if required) \_\_\_\_\_

**OTHER:**

(Example: if RCA is initiated by Purchasing, client department should sign also)

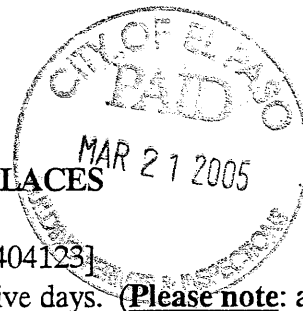
*Information copy to appropriate Deputy City Manager*

**APPROVED FOR AGENDA:**

**CITY MANAGER:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

REQUEST FOR TEMPORARY USE OF  
CITY STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES



Fees: \$15.75 One event to take place on one day.

[36010119/404123]

\$21.00 Multiple permits for two or more similar events to take place on consecutive days. **(Please note:** a street may not be continuously blocked for more than 24 consecutive hours. If a multiple use permit is granted, the street must be cleared, cleaned and opened between the two separate uses.)

(Please type or print)

1. Applicant:

Rotary Club of West El Paso

(Person/Organization)

Contact Person: Rick Lobello

Name

Street Number

City

State

Zip Code

Telephone No.

Between 8:00 AM - 5:00 PM

2. Type of Event: Annual Independence Day Parade - July 4, 05

(Moving)

☒ Parade

☐ Demonstration

☐ Foot Race/Walk

☐ Bike Race

☐ Other: \_\_\_\_\_

(Stationary)

☐ Block party

☐ Bazaar

☐ Festival

☐ Sidewalk Sale

☐ Other: \_\_\_\_\_

3. Date of Event:

July 4, 05

Total Time of Event:

from 9 am to 10:30

(Time)

(Time)

Time in which police traffic control services will be needed:

from 8 am to 11 am

This is the time in which police officers will be moving your event on the streets. This is the time for which you will be charged for police traffic control.

4/12

4. Approximate number of participants:

1500 Persons 50+ Vehicles 50+ Animals \_\_\_\_\_ Other Specify: \_\_\_\_\_

\*Section 13.32.100 requires you to keep the parade route clean and free of animal excrement during the parade.

5. Approximate or anticipated number of spectators: 1500

6. Purpose of Event: (i.e. fund-raiser, school activity, etc.)

Rotary Club of West El Paso annual Independence  
Day Parade

If this is a fund-raiser and you estimate that you will raise over \$500, please list your Charitable Solicitation Permit number: \_\_\_\_\_

7. Proposed Route: (streets, parks, sidewalks to be used or blocked)

**ATTACH A CLEAR AND SPECIFIC HAND DRAWN MAP**

Begin at Western Hills Methodist Church at 530 Thunderbird. Proceed  
on Thunderbird to Shadow Mountain, turning left on Shadow Mountain.  
Proceed down Shadow Mountain and turn right on Mesa. Proceed  
Southwest to Champion Place ending in Coronado High Parking Lot.

Location of assembly area, if separate or different:

Parking areas of Western Hills Methodist Church and Coronado  
Baptist Church.

### **IMPORTANT INFORMATION REGARDING TRAFFIC CONTROL:**

If traffic control will be provided by the El Paso Police Department for a moving event, you must submit a map of the route for the event. The Police Department will then prepare a traffic control plan along with an estimated cost for their services as provided in Section 13.32.110. You will be billed for the actual cost after the event.

If traffic control will not be provided by the El Paso Police Department, then you must submit a map and written traffic control plan to Building Permits & Inspections or the Engineering/Traffic Division, not less than seven days prior to the date of the event.

You will also be responsible for paying for and providing any barricades and signs. The barricading shall be manned and the barricading and signing shall comply with the provisions set forth in the State's

"Manual of Uniform Traffic Control Devices." Please feel free to contact the City's Engineering/Traffic Division, 6<sup>th</sup> Floor, 541-4050, for more information.

8. Amplification devices to be used: ☐ Yes ☒ No

Use permitted only between the hours of 7 a.m. and 10 p.m.

If amplification is being requested, number of and sound amplifying capacity of microphones, amplifiers and speakers proposed to be used. Also, state whether or not the purpose is advertising any goods, property, services, or entertainment, the primary purpose of which advertising is the making of a profit for a business.

Regarding the use of San Jacinto Plaza, amplification may only be used on the stage. If you wish to use this area, you must also contact the Parks and Recreation Department, 6<sup>th</sup> Floor, and reserve the stage. A fee is charged for the use of this area. Additionally, other ordinances may apply to or restrict the use of city-owned property, including parks.

9. Method of Street and Right-of-Way cleaning:

The Rotary Club of West El Paso requests that the city of El Paso provide the cleaning deemed appropriate.

Section 13.32.100 requires you to clean the streets, sidewalks, and other rights-of-way from all event litter and debris, including that left by spectators. In the event that you do not clean these areas, the City may perform such cleaning and you will be charged. You may also arrange in advance to have the Street Department perform the cleaning for a charge by filling out a separate request form and submitting it to Building Permits & Inspections Office no later than fourteen days prior to the date of the event.

**RELEASE:** In consideration of the permit for use of city streets, sidewalks, and other places held for public use, it is understood that the applicant(s) contained herein do hereby release and discharge the City, and its respective officers, directors, agents, and employees, jointly and severally, from any and all liability for illness, injuries and damages that may be suffered which arise out of or result from participation in this event.

Rich Lobello  
Signature of Applicant

3/15/05  
Date

For Rotary Club of West El Paso  
(Organization/Sponsor, if any)

Please note: If the parade or temporary event is designed to be held by or for any person other than the applicant, the applicant shall attach a communication in writing from the person authorizing the applicant to apply for the permit.

For Office Use Only

Event: ROTARY CLUB OF WEST EL PASO ANNUAL INDEPENDENCE DAY PARADE

\$15.75 Fee Paid: 6200500000000000584

\$21.00

City Council Hearing: APRIL 12, 2005

Copy to:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering-Traffic Div.  
☐ Highway Department  
☒ Street Department  
☐ Civic Center

Comments:

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**PERMIT**

EVENT: ROTARY CLUB OF WEST EL PASO ANNUAL INDEPENDENCE DAY PARADE

LOCATION WESTERN HILL METHODIST CHURCH-530 THUNDERBIRD, SHADOW MOUNTAIN, MESA, CHAMPION PLACE AND CORONADO H.S. PARKING LOT

DATE OF EVENT: JULY 4, 2005 FROM 9:00 A.M. 10:30 A.M.

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

R. Alan Shubert, P.E.  
BUILDING PERMITS & INSPECTIONS DIRECTOR

CHAMPIONS  
PL.  
CLOUDVIEW DRIVE  
CLOUDVIEW PARK

6700

6600

N. MESA STREET

SHADOW MOUNTAIN

200

400

500

THUNDERBIRD  
WESTERN HILLS ELEMENTARY  
(BEGIN)

**REQUEST FOR CITY STREET CLEANING SERVICES  
TEMPORARY USE OF CITY STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES**

Please note: This request must be submitted not later than fourteen days prior to the date of the event. If you have any questions regarding street cleaning services, please contact the Street Department, 621-6750.

(Please type or print)

1. Applicant:

West El Paso Rotary Club  
(Person/Organization)

Contact  
Person:

Rick Lobello

\_\_\_\_\_  
(Mailing Address)

\_\_\_\_\_  
(Telephone Number between 8:00 AM - 5:00 PM)

2. Type of Event:

4th of July Parade

(Moving)

☒ Parade  
☐ Demonstration  
☐ Foot Race/Walk  
☐ Bike Race  
☐ Other

(Stationary)

☐ Block Party  
☐ Bazaar  
☐ Festival  
☐ Sidewalk Sale  
☐ Other

3. Date of Event:

from \* \_\_\_\_\_ to \_\_\_\_\_  
Total Time of Event: \_\_\_\_\_ (Time) \_\_\_\_\_ (Time)

4. Proposed Location or Route:

Begin at Western Hills Methodist Church at 530 Thunderbird. Proceed  
on Thunderbird to Shadow Mountain, turning left on Shadow Mountain.  
Proceed down Shadow Mountain and turn right on Mesa. Proceed  
Southwest to Champion Place ending in Coronado High Parking Lot.  
Location of assembly area, if separate or different:

Parking areas of Western Hills Methodist Church and Coronado  
Baptist Church.

5. Total number of Participants and Spectators: 50+ participants 1500 spectators
6. Type of cleaning requested (check one or both as applicable):

X Parade route cleaning during the parade.

           Streets, sidewalks, and other right-of-way cleaning immediately upon the conclusion of the parade or temporary event.

I hereby request that the City of El Paso provide the cleaning as checked above, as the City and its employees deem appropriate. I am obligated under Section 13.32.100 of the City Code to keep the parade route and event areas clean of all litter and debris, whether caused by myself, participants, animals in the parade, or spectators to the parade or other event. I agree to pay the City for the costs of such cleaning services when I am billed for such services.

**RELEASE:** In consideration of the permit for use of city streets, sidewalks, and other places held for public use, and any street cleaning services that may be provided, it is understood that the applicants contained herein do hereby release and discharge the City, and it's respective officers, directors, agents, and employees, jointly and severally, from any and all liability for death, injuries, and damages that may be suffered which arise out of or result from any street or right-of-way cleaning relating to this event.

Rich Lobell  
Signature of Applicant

3-15-05  
Date

For West El Paso Rotary club  
(Organization/Sponsor, if any)

Please note: In the event that the City is unable to perform the requested street, sidewalk, and right-of-way cleaning services, you will be notified. Such notices does not relieve you of your obligation under Section 13.32.100 of the City Code to keep the parade route and event areas clean of all litter and debris, whether caused by you, participants, animals in the parade, or spectators to the parade or other event.

V0041137

Revised 07/2002



3/21/2005  
1:25:38PM

**Receipt #: 620050000000000584**

**Date: 03/21/2005**

Station ID: 6

**Line Items:**

Case No	Address	Tran Code	Description	Revenue Account No	Amount Paid
		BPI_PARADE	Parade Permits - 15.7500 @ \$1.0000	36010119-404123	15.75
<b>Line Item Total:</b>					<b>\$15.75</b>

**Payments:**

Method	Payer	Bank No	Account No	Confirm No	How Received	Amount Paid
Check	RICK LOUIS LOBELLO		3704		By Mail	15.75
<b>Payment Total:</b>						<b>\$15.75</b>

Mar. 21. 2005 1:25PM CITY OF EL PASO

No. 8838 P. 5/8

## For Office Use Only

Event: ROTARY CLUB OF WEST EL PASO ANNUAL INDEPENDENCE DAY PARADE\$15.75 Fee Paid: 620050000000000584

\$21.00

City Council Hearing: APRIL 12, 2005

## Copy to:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering-Traffic Div.  
☐ Highway Department  
☒ Street Department  
☐ Civic Center

## Comments:

PERMITEVENT: ROTARY CLUB OF WEST EL PASO ANNUAL INDEPENDENCE DAY PARADELOCATION WESTERN HILL METHODIST CHURCH-530 THUNDERBIRD, SHADOW MOUNTAIN, MESA, CHAMPION PLACE AND CORONADO H.S. PARKING LOTDATE OF EVENT: JULY 4, 2005 FROM 9:00 A.M. 10:30 A.M.City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

R. Alan Shubert, P.E.  
BUILDING PERMITS & INSPECTIONS DIRECTOR

## For Office Use Only

Event: ROTARY CLUB OF WEST EL PASO ANNUAL INDEPENDENCE DAY PARADE\$15.75 Fee Paid: 6200500000000000584

\$21.00

City Council Hearing: APRIL 12, 2005

## Copy to:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering-Traffic Div.  
☐ Highway Department  
☒ Street Department  
☐ Civic Center

## Comments:

*This Event will pose no problem  
for Sun Metro.*  
*3-22-05 JW*

**PERMIT**EVENT: ROTARY CLUB OF WEST EL PASO ANNUAL INDEPENDENCE DAY  
PARADELOCATION WESTERN HILL METHODIST CHURCH-530 THUNDERBIRD, SHADOW  
MOUNTAIN, MESA, CHAMPION PLACE AND CORONADO H.S.  
PARKING LOTDATE OF EVENT: JULY 4, 2005 FROM 9:00 A.M. 10:30 A.M.City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

R. Alan Shubert, P.E.  
BUILDING PERMITS & INSPECTIONS DIRECTOR

## For Office Use Only

Event: ROTARY CLUB OF WEST EL PASO ANNUAL INDEPENDENCE DAY PARADE\$15.75 Fee Paid: 6200500000000000584  
\$21.00City Council Hearing: APRIL 12, 2005

## Copy to:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering-Traffic Div.  
☐ Highway Department  
☒ Street Department  
☐ Civic Center

## Comments:

TRAFFIC HAS NO OBJECTIONS TO PROPOSED EVENT. TRAFFIC  
CONTROL BY POLICE OFFICERS & PROVIDED TxDOT IS NOTIFIED ALSO.

By: ARTURO SANCHEZ (23MAR05)  
PERMITEVENT: ROTARY CLUB OF WEST EL PASO ANNUAL INDEPENDENCE DAY  
PARADELOCATION WESTERN HILL METHODIST CHURCH-530 THUNDERBIRD, SHADOW  
MOUNTAIN, MESA, CHAMPION PLACE AND CORONADO H.S.  
PARKING LOTDATE OF EVENT: JULY 4, 2005 FROM 9:00 A.M. 10:30 A.M.City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

R. Alan Shubert, P.E.  
BUILDING PERMITS & INSPECTIONS DIRECTOR

For Office Use Only

Event: Rotary Club of West El Paso Annual Independence Day Parade

\$15.75 ☐ Fee Paid: 6200500000000000584  
\$21.00 ☐ Date

City Council Hearing: April 12, 2005  
Date

Copy To:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering – Traffic Div.  
☐ Highway Department  
☒ Street Department

**Comments:**

The El Paso Police Department has no objections with this event.

The Department will police the event with 30 officers and 30 vehicles.

Estimated cost to city: \$426.00 Estimated cost to applicant: \$2574.00

PR 05-024

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**PERMIT**

EVENT : Rotary Club of West El Paso Annual Independence Day Parade

LOCATION: Western Hill Methodist Church-530 Thunderbird, Shadow Mountain, Mesa, Champion Place  
and Coronado H.S. Parking Lot

DATE OF EVENT: July 4, 2005 from 9:00 a.m. to 10:30 a.m.

CITY COUNCIL ACTION:      Approve      Disapprove      Approve w/ Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

\_\_\_\_\_  
Building Permits & Inspections Director

JOE WARDY  
MAYOR

JOYCE WILSON  
CITY MANAGER



**CITY COUNCIL**

SUSAN AUSTIN  
DISTRICT NO. 1

ROBERT A. CUSHING, JR.  
DISTRICT NO. 2

JOSE ALEXANDRO LOZANO  
DISTRICT NO. 3

JOHN F. COOK  
DISTRICT NO. 4

PRESI ORTEGA  
DISTRICT NO. 5

PAUL J. ESCOBAR  
DISTRICT NO. 6

VIVIAN ROJAS  
DISTRICT NO. 7

ANTHONY W. COBOS  
DISTRICT NO. 8

R. ALAN SHUBERT, P.E.  
DIRECTOR

March 24, 2005

**BUILDING PERMITS &  
INSPECTIONS DEPARTMENT**

Rotary Club of West El Paso  
Rick Lobello

**FROM:** Building Permits & Inspections  
**SUBJECT:** Application for use of City Streets/Sidewalks (in connection with a Parade, Walk, Run, etc.)

This is only a recommendation from Building Permits & Inspections to the Mayor and Council. They will make the final determination at the City Council Meeting on April 12, 2005 at 9:00 a.m. We recommend a representative be present to answer to answer any questions that City Council may have.

**REQUEST:**

Rotary Club of West El Paso to hold an Annual Independence Day parade on July 4, 2005 from 9:00 a.m. to 10:30 a.m. Route: Start at Western Hills Methodist Church at 530 Thunderbird, proceed on Thunderbird to Shadow Mountain, turn left on Shadow Mountain to Mesa, turn right on Mesa, proceed on Mesa to Champions Pl, turn right on Champions Pl and finish at the Coronado High School parking lot at 100 Champions. Approximately 1,500 persons, 50+ vehicles, 50+ animals will take part and 1,500 spectators are anticipated. (District 1) [Rick Lobello]

**RESPONSES:**

No objections from Fire, Sun Metro, and Traffic Engineering. The El Paso Police Department has no objections with this event. The Department will police the event with 30 officers and 30 vehicles. Estimated cost to city: \$426.00 Estimated cost to applicant: \$2574.00. The office of Building Permits & Inspections recommends approval.

A handwritten signature in black ink, appearing to read "R. Alan Shubert".

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R. ALAN SHUBERT, P.E.  
BUILDING PERMITS & INSPECTIONS DIRECTOR

#2 Civic Center Plaza, 5<sup>TH</sup> Floor, El Paso, Texas 79901  
915.541.4557 Telephone • 915.541.4814 Fax • [www.elpasotexas.gov](http://www.elpasotexas.gov)